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ADM-10.9

MEMORANDUM FOR: Deputy Director for Science and Technology

SUBJECT : FY 1968 and FY 1969 Position and Program Levels

REFERENCE : of 26 June 1967

1. This memorandum is to provide dollar and manpower levels to be used in the preparation of Phase II of the FY 1969 budget. These levels are the end product of extensive hearings and detailed analysis of Phase I of FY 1969 budget submissions to the Office of Planning, Programming, and Budgeting.

2. For FY 1968, Attachment I establishes (a) the FY 1968 position ceilings for the organizational components of your Directorate; (b) an uppergrade position allowance for your Directorate as a whole; and (c) temporary obligation authority (TOA) to each office, staff or operating division pending formal appropriation and apportionment of funds.

3. Details of these allowances can be obtained from the O/PPB budget analysts covering your Directorate. Although the TOA provided herein is an annual allowance, predicated on the assumption that most of the funds requested by the Agency will be approved, you are cautioned that until the apportionment is approved, your obligation rate is restricted as indicated in unless otherwise exempted.

4. For FY 1969, Attachment II establishes position ceilings and dollar levels, which each component will honor in Phase II of its budget submission, due in O/PPB on September 5.

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5. For each of the two years, components will assume a lapse rate of one percent and an average salary increase of no more than one percent. Due to the latter point, which is based on Presidential policy, it is essential to prevent the escalation of average grade and to keep the number of requested uppergrade positions to an absolute minimum.



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L. K. White

Executive Director-Comptroller

Attachments
As stated

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